

**DEPARTMENT OF NATURAL RESOURCES & CONSERVATION**  
**OUTFITTING APPLICATION AND LICENSE INFORMATION**

1. Two types of Special Recreational Use Licenses for Outfitting (SRUL's) are available from the Department of Natural Resources & Conservation (DNRC).
  - A. **Non-exclusive SRUL** – means that more than one outfitter may be licensed on a given tract(s) of state land for a specific purpose and period of time.
  - B. **Exclusive SRUL** – means that only one outfitter will be licensed on a given tract(s) of state land for a specific purpose and period of time.

SRUL's may be subject to competitive bidding if more than one outfitter has applied for the tract(s), if the number of SRUL's issued will be limited, or if for any other reason, the Area Manager determines that competitive bidding is appropriate.
2. An Application for a Special Recreational Use License for Outfitting (Form DS-RU1) must be submitted to the appropriate DNRC Land Office, along with a non-refundable \$25.00 application fee. A separate application and \$25.00 application fee is required for each Exclusive and Non-Exclusive license requested or if the area requested for licensing is located within the jurisdiction of more than one Land Office. (See reverse side for Land Office jurisdiction guide and general information.)
3. An applicant must be at least 18 years of age or the head of a household, and hold a current Montana Outfitter's License issued by the MT Board of Outfitters, in order to qualify for issuance of an SRUL for outfitting on state land.
4. All outfitters, guides and clients must possess a Montana Conservation License to legally hunt or fish on state lands. This license is available from any authorized license agent of the Montana Department of Fish, Wildlife and Parks and is normally purchased the same time a hunting/fishing license is purchased.
5. Outfitting licenses will not exclude general recreational use by the public on the licensed tract(s) and does not prohibit DNRC from issuing licenses for other uses other than outfitting on the same licensed tract(s).
6. Applications for Special Recreational License for Outfitting (Form DS-RU1) **must be submitted to the Land Office no later than April 15<sup>th</sup>** to insure ample time for the Department to review the application. Applications received after April 15<sup>th</sup> may or may not be considered for licensing. After these applications have been received and reviewed, the Land Office may issue non-exclusive licenses for those areas where there were no requests for exclusive licenses. Applications for exclusive licenses may be accepted and processed after these deadlines if licenses for non-exclusive use have not been issued for those tracts.
7. Applications must include a legal description of each tract requested and should include a map that shows the location of each tract by Section, Township and Range, as well as the access route(s) to the state land. Use of BLM or USFS maps is recommended. In addition, the application must list only those tracts/areas that the outfitter can reasonably and legitimately expect to access. Applications that are incomplete may, at the discretion of the Department and upon notification to the applicant, be rejected.
8. If an SRUL is competitively bid, DNRC will publish notice of the opportunity to bid. Bid forms will be sent to the applicant(s) and all interested parties. The minimum bid amount will be set by the DNRC Area Manager. The license will be awarded to the highest successful bidder.
9. The rental rates for non-competitively bid SRUL's will be negotiated by the appropriate DNRC Area Manager and the applicant based on, but not limited to, the following factors:
  - A. Value of the state tracts for hunting and/or fishing activities.
  - B. The number of state tracts or the number of acres to be included in the license.
  - C. Campsites or other facilities on state lands and their permanency.
  - D. The local rates being charged for outfitting use.
  - E. The number of clients the applicant intends to bring onto state lands.
  - F. Accessibility of the state land.
  - G. Season or length of use.
10. Exclusive SRULs may be issued for a period of up to five years. **For exclusive SRULs, the licensee will have a preference right to renew and retain the license at expiration, by matching the high bid submitted (if applicable) or paying the SRUL rental as determined by DNRC.**

11. Non-Exclusive SRULs will generally be issued for a one year period and will expire annually on February 28. In some instances, the Area Manager may elect to issue a non-exclusive SRUL for longer than a one year period. **There is no preference right for renewal of non-exclusive SRUL's.**

Prior to issuance of an SRUL, the licensee will be required to obtain and maintain general liability insurance with a minimum coverage of \$300,000 combined single limit. The policy and certificate of insurance must name the State of Montana and DNRC as co-insured. A copy of the certificate must be submitted to DNRC.

**DNRC AREA/UNIT OFFICE ADDRESS & PHONE NUMBERS**

**CENTRAL AREA**

Counties: Beaverhead, Broadwater, Cascade, Gallatin, Glacier, Jefferson, Lewis & Clark, Liberty, Madison, Meagher, Park, Pondera, Teton, Toole

Central Land Office – 8001 N. Montana, Helena, MT 59602	Phone: 458-3500
Helena Unit Office – 8001 N. Montana, Helena, MT 59602	Phone: 458-3500
Bozeman Unit Office – 2273 Boot Hill Ct. Suite 110, Bozeman, MT 59715	Phone: 586-5243
Conrad Unit Office – 600 South Main Street Suite 10, Conrad, MT 59425	Phone: 278-7869
Dillon Unit Office – 730 N Montana St, Dillon, MT 59725	Phone: 683-6305

**EASTERN AREA**

Counties: Carter, Custer, Dawson, Fallon, Garfield, McCone, Powder River, Prairie, Richland, Rosebud, Wibaux

Eastern Land Office – 321 Main Street, PO Box 1794, Miles City, MT 59301	Phone: 232-2034
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**NORTHEASTERN AREA**

Counties: Blaine, Chouteau, Daniels, Fergus, Golden Valley, Hill, Judith Basin, Phillips, Roosevelt, Sheridan, Wheatland, Petroleum, Valley

Northeastern Land Office – 613 NE Main St, PO Box 1021, Lewistown, MT 59457	Phone: 538-7789
Lewistown Unit Office – 613 NE Main St, PO Box 1021, Lewistown, MT 59457	Phone: 538-7789
Havre Field Office – 210 6 <sup>th</sup> Ave, PO Box 868, Havre, MT 59501	Phone: 265-5236
Glasgow Unit Office – 224 6 <sup>th</sup> Street South, PO Box 1007, Glasgow, MT 59230	Phone: 228-2430

**NORTHWESTERN AREA**

Counties: Flathead, Lake, Lincoln, Sanders

Northwestern Land Office - 655 Timberwolf Pkwy Ste 1, Kalispell, MT 59901	Phone: 751-2390
Libby Unit Office - 177 State Lands Office Rd, Libby, MT 59932	Phone: 293-2711
Kalispell Unit Office - 655 Timberwolf Pkwy Ste 2, Kalispell, MT 59901	Phone: 751-2241
Plains Unit Office – 14 Airport Road, PO Box 219, Plains, MT 59859	Phone: 826-3851
Polson Field Office – 502 1 <sup>st</sup> Street East, PO Box 640, Polson, MT 59860	Phone: 883-3960
Stillwater Unit Office – PO Box 165, Olney, MT 59927	Phone: 881-2371
Swan Unit Office - 34925 MT Highway 83, Swan Lake, MT 59911	Phone: 754-2301

**SOUTHERN AREA**

Counties: Big Horn, Carbon, Musselshell, Treasure, Stillwater, Sweetgrass, Yellowstone

Southern Land Office – 1371 Rimtop Drive, Billings, MT 59105	Phone: 247-4400
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**SOUTHWESTERN AREA**

Counties: Deer Lodge, Granite, Mineral, Missoula, Powell, Ravalli, Silver Bow, Lewis & Clark (Lincoln area)

Southwestern Land Office – 1401 27 <sup>th</sup> Ave, Missoula, MT 59804	Phone: 542-4200
Missoula Unit Office – 3206 Maverick Lane, Missoula, MT 59804	Phone: 542-4201
Hamilton Unit Office – 1801 North 1 <sup>st</sup> Street, Hamilton, MT 59840	Phone: 363-1585
Clearwater Unit Office - 48455 Sperry Grade Road, Greenough, MT 59823	Phone: 244-5857
Anaconda Unit Office – 7916 Highway 1 West, Anaconda, MT 59711	Phone: 563-6078